

**California Health & Human Services Agency -
SB 910 Strategic Plan for an Aging Population**

**PLAN DEVELOPMENT TASK TEAM - ORIENTATION MEETING
December 18, 2002 - 2:00 to 3:30 PM**

1600 Ninth Street, Room 470, Sacramento

This meeting will be a success when new team members

- Meet each other and learn about each organization represented on the task team
- Learn about and discuss the process that will be used to develop the strategic plan
- Learn what work has been accomplished to date by participating organizations
- Confirm next steps/assignments to commence the process
- Determine the Task Team's meeting schedule

AGENDA

- I. Welcome and Introductions – About yourself and your organization
- II. Background, Status and Timeline
 - The bill: SB 910 (Ch. 948/99, Vasconcellos)
 - Phase 1 work completed by the California Policy Research Center
 - Phase 2 and 3 status
 - Proposed timeline
- III. The CHHSA approach to developing the plan
 - Overall approach and methodology
 - Suggested Plan Development Task Team (PDTT) Charter
 - Strategic plan draft outline/ elements
 - The “Overlay Concept “
- IV. Discussion on Approach
- V. Roundtable - Share Work Completed or in Progress
- VI. Assignments and Next Steps
 - Are additional Task Team members needed? Are all segments of the aging population represented?
 - Develop a Deliverables List
 - Assign Responsibility for Plan Elements
 - Assemble existing work appropriate to the plan
 - Determine regular meeting schedule - Next meeting week of January 27
- VII. Meeting Close – Review Next Steps